



***We Can ASSIST***

Shannon L. Phoenix  
ASSIST Office Support Services LLC  
3045 Brice Road # 353  
Brice, OH 43109

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Subject: Internship Reference Letter for Whitcomb T. Johnstone

To whom it may concern:

Whitcomb Gordon was a Photographer Intern with ASSIST Office Support Services LLC for three months. Throughout his internship, Whitcomb reported to me and managed the Photography Projects for the organization

Whitcomb is a bright and personable individual. He is initiative-taking and well capable of achieving any goal he sets his mind to. Whitcomb learned modern technologies and photography techniques swiftly and applied them to his tasks. Throughout the internship, Whitcomb was a valuable resource. Whitcomb is coachable and welcomes leadership opportunities. He is prompt and meets deadlines. Whitcomb would be an asset to any company that hires him.

If you would like additional information about Whitcomb, you can telephone me at (888) 771-9662.

Sincerely,

*Shannon L. Phoenix*

Shannon L. Phoenix  
Founder/CEO